



**CITY OF HOUSTON**  
FINANCE DEPARTMENT  
Strategic Procurement Division

**Annise D. Parker**

Mayor

Carolyn Hanahan  
Acting Chief Procurement Officer  
P.O. Box 1562  
Houston, Texas 77251-1562

F. 832.393.8755  
<https://purchasing.houstontx.gov>

Date: December 8, 2015

Subject: Letter of Clarification No. 1  
**Concrete Saw Blades**

Reference: Invitation to Bid (ITB) No.: S59-S25531

To All Prospective Bidders:

This Letter of Clarification is issued for the following reasons:

- To revise the above referenced solicitation as follows:
  1. In Section B, replace: "page 13 of 20, with the attached page 13 of 20 marked REVISED 12/04/2015".
- To answer the following questions:
  1. Question: "Are the "Estimated Expenditures" on an annual basis, or do those figures incorporate the additional (2) one year options?"

*Answer: "Estimated expenditures are for a three year term with two one-year options to extend."*

2. Question: "As the individual items listed are referred to as "sample pricing items," are we essentially bidding on any and all concrete and asphalt cutting blades that you might order throughout the year, and the pertinent determination in making the award will be the % discount off the price list for the whole catalog? OR, are the listed blade sizes and specs the only blades that would be ordered throughout the award period?"

*Answer: "All the listed blades under the CDP and the first blade under the Husqvarna are the items the City will most likely purchase. However, this is a "price list" solicitation and the City will have the right to buy any and all blades."*

3. Question: "Is it anticipated that Purchase Orders made under this award will be of some set minimum quantities at a time, or what guidance can you give me on customary ordering practices on past awards for these types of blades? (I am asking this question as it relates to trying to estimate/forecast shipping costs that we will have to absorb since the bid is FOB destination)."

Answer: "There is no guaranteed minimum order qty. In the past three years, the lowest qty per blade for a single order was five and the highest qty per blade was 25."

4. Question: "Are historical bid results available for this award, and if so, what is the easiest way to access them?"

Answer: "The past award information can be obtained at the office of the City Secretary at 901 Bagby Annex or <http://purchasing.houstontx.gov/index.shtml>."

5. Questions: "Was Bid Number S25413 (June, 2015) ever awarded, or was that bid closed without award and this bid is taking its place? (I could not tell from my review of the available info on the website, and not seeing a bid result for that one is partly what led me to ask question number 4 above)."

Answer: "No, Bid Number S25413 was rejected and replaced with Bid Number S25531."

6. Question: "Is there a roster of the various saws that any blades ordered under the award will be used on for purposes of horse power and other specs etc.? Or does this directly relate to question 2, in that the pertinent determination is the % off the price list, and the specifics of making sure matching up right blade with right HP size saws (as well as arbor hole size, and other specs) will be made at the time of purchase orders?"

Answer: "Directly relates to question 2."

7. Question: "From your answers in question 2, does the entire price list have to be submitted at or before the bid is submitted, or are just the representative blade quotes PLUS reference to pricelist date/name sufficient until an award is made?"

Answer: "The entire price list with the percentage discount needs to be submitted on the bid open date to the City Secretary."

8. Question: "From your answers in question 6, can you have the dept. give you the make, model and HP of the saws that those specific blades are used on? Some blades are made for lower HP, some for higher HP, and likewise, some saws require specific characteristics for blades that are used on them."

Answer: "Husqvarna model FS6600D Tier 3 20."

9. Question: "What saws and what horsepower saws are you using for each of these blades?"

Answer: "Husqvarna model FS6600D Tier 3 20"

10. Question: "Specifically what saws with horsepower are used for these blades?  
Concrete saw blade 14" x .125 x 1" diamond cut wet?  
Concrete saw blade 18" x .125 x 1"

Answer: "Engine 66 HP Diesel"

11. Question: "Diamond blade cutting cured or uncured Portland cement or asphalt 18" x .312 x 1" Concrete saw blade 14" x .250 x 1, Concrete saw blade 18" x .125 x 1."

Answer: "Concrete saw blade 14"x.250x1."

This Letter of Clarification will be considered part of the solicitation referenced on the first page of this document. All revisions, responses, and answers incorporated into the Letter(s) of Clarification are collaboratively from both the Strategic Procurement Division and the applicable City Department(s).

Furthermore, it is the responsibility of each BIDDER to obtain any previous Letter(s) of Clarification associated with this solicitation.



Latanja Bolden  
Procurement Specialist  
Strategic Procurement Division  
832-393-8752

CDW:DRH:lb

cc: File

GENERAL TERMS AND CONDITIONS FOR CONCRETE SAW BLADES FOR THE DEPARTMENT OF PUBLIC WORKS & ENGINEERING, CONTINUED:

**14.0 DELIVERIES:**

- 14.1 The Supplier agrees to make deliveries only upon receipt of duly signed and approved Purchase Orders issued by the City of Houston City Purchasing Agent or designee. Delivery made without such Purchase Order shall be at Supplier's risk and shall leave the City the option of canceling any award implied or expressed herein.
- 14.2 Unless otherwise stated in the Bid Form or Specifications, deliveries must consist only of new and unused merchandise.
- 14.3 Full tare must be allowed and no charges made for packages.
- 14.4 In the event that the deliveries of the supplies covered in the solicitation are not made within the number of days specified, or in the event that the supplies delivered are rejected, and are not removed and replaced within the number of days specified in the official notice of rejection, the City reserves the right to terminate. The defaulting Supplier will be deemed non-responsible and will be disqualified from bidding on the solicitation if it is re-let by the City within ninety (90) days of such termination.
- 14.5 The Bidder must demonstrate its ability to secure and deliver any item within seven (7) working days. Forty-eight (48) hour delivery services may be required in some instances; therefore, the Bidder must be able to provide such service.
- 14.6 The supplier agrees that if, for any reason, at any time, it shall be unable to deliver in quantities and/or quality ordered by the City of Houston under these specifications and having been notified to make a shipment, shall have failed to deliver such a shipment after notification, then the City of Houston shall be authorized to purchase such material wherever available, and the supplier agrees to pay the City of Houston the amount paid by it, over and above the bid price.

**15.0 SHIPPING TERMS:**

Prices shall be F.O.B. Destination to the delivery location designated herein or on a purchase order. The Supplier shall retain title and control of all goods until they are delivered and the award of coverage has been completed. All risk of transportation and all related charges shall be the responsibility of the Supplier. The Supplier shall file all claims for visible or concealed damage. The City will notify the Supplier promptly of any damaged goods and shall assist the Supplier in arranging for inspection.

**16.0 MATERIALS:**

The items furnished shall be the latest product in production to commercial trade, and shall be of the highest quality as to materials used. The Supplier furnishing these items shall be experienced in the production of such items and shall furnish evidence of having supplied similar items, which have been in successful operation. The Bidder shall be an established Supplier of the items bid.

**17.0 RESTOCKING (EXCHANGES AND RETURNS):**

There will be no restocking charge to the City for return or exchange of any item purchased under the terms of this award. If the City wishes to return items purchased under this award, the Supplier agrees to exchange these items for other items, with no additional charge incurred. Items must be returned to Supplier within thirty (30) days from date of delivery. If there is a difference in price in the items exchanged, the Supplier shall invoice the City for increase price or provide the City with a credit or cash refund for any decrease in price. On items returned, a credit or cash refund will be issued by the Supplier to the City. This return and exchange option shall extend for thirty (30) days following the expiration date of the award. All items returned by the City must be unused and in the same merchantable condition as when received. **Items that are special ordered and/or stocked by the Supplier at the specific request of the City may be returned only upon approval of the Supplier.**

**18.0 ADDITIONS & DELETIONS:**

The City, by written notice from the City Purchasing Agent to the Supplier, at any time during the term of this award, may add or delete like or similar equipment, supplies, locations and/or services to the list of equipment, supplies, locations, and/or services to be provided. Any such written notice shall take effect on the date stated in the notice from the City. Similar equipment, supplies, services, or locations added to the award shall be in accordance with the solicitation specification/scope of services, and the charges or rates for items added shall be the same as specified on the bid form. In the event additional equipment, supplies, locations and/or services are not identical to the item(s) already awarded, the charges therefore will then be the Supplier's normal and customary charges or rates for the equipment, supplies, locations and/or services classified on the bid form.